



Fire Department Town of Wilton **STANDING ORDER**



Order Number: 10-01

**Subject: Electronic Media Gathering at Incidents Involving
the Wilton Fire Department**

Effective Date: November 1, 2010

Recent current events have shown the ease at which sensitive or private information may be spread worldwide via electronic means and the internet in general. What may seem to be something rather routine to us as the fire service may bring tremendous personal pain, anguish, and disgust to those not closely involved with our profession. In order to avoid serious damage to our reputations and to protect the privacy of those we serve, the following Standing Order is issued:

- Personnel shall not use any personally owned devices to photograph, document, or record any emergency scene/incident while on-duty and in attendance as members of the Wilton Fire Department at those scenes. For the purposes of this order personally owned devices include but are not limited to: film cameras; digital cameras; video recording cameras and devices, cell phones and cell phone cameras.
- Personnel may photograph, document, or record emergency scenes utilizing department owned devices with proper authorization from the command authority in charge of the scene. Any electronic media

documenting the incident such as digital pictures, video or other records of the incident that are collected by any member of the department in this manner are and shall remain property of the department.

- Such electronic media and/or other documentation shall be for internal, investigative or training uses and shall not be transmitted by any means outside the department unless expressly authorized by the Chief. The Fire Marshal is authorized to transmit this type of information outside the department in association with an ongoing fire investigations as may be necessary as part of the fire investigation process.
- Fire department operations allow us access to situations, investigations and crime scenes from which the media and press may be excluded due to operational, safety, or investigative reasons. As such, electronic media, information and pictures gathered at emergency/incident scenes must be strictly controlled to be in accordance with HIPPA and other regulations so as not to jeopardize patient confidentiality; fire, accident or crime scene investigations; or shine an unprofessional light on the department.

By Order Of:

Fire Chief